

**Army AGR Vacancy Announcement
Human Resource Office
4794 General Manning, Bldg 442
Boise, Idaho 83705-8112**

NGID-HRO-AGR

29 May 2012

SUBJECT: ANNOUNCEMENT NUMBER: **12-003**

1. Active Guard Reserve (AGR) Position Vacancy Announcement in the Idaho Army National Guard. This announcement will be posted to unit bulletin boards.

POSITION TITLE:	Instructor / Writer
UNIT:	USARNG REG TNG SITE MAINT ID
UIC:	W7XGAA
DUTY LOCATION:	Boise, Idaho
AUTHORIZED GRADE:	E6
DUTY SSI OR MOS:	91 CMF Only
ELIGIBILITY:	Open to Soldiers currently serving in the Idaho Army National Guard.
GENDER LIMITATION:	None
CLOSING DATE:	12 June 2012

2. **EQUAL OPPORTUNITY:** The Idaho Army National Guard is an equal opportunity employer. Selection for positions will therefore be made on an equal opportunity basis, and not on non-merit factors.

3. The Idaho Army National Guard is a drug free workplace. Applicants must have negative drug screening results prior to selection.

4. Applicants must possess a valid State Motor Vehicles Operator permit.

5. **ANNOUNCEMENT INSTRUCTIONS:** The following is a complete list of documents required to accompany your application. Read carefully; provide all necessary documentation to support qualifications for this position. Perishable documentation should not be more than 30 days old as of the closing date this announcement, (ie PQR, RPAM, MEDPROS).

a. Applications will not be accepted in binders or document protectors.

b. AGR Application Checklist on top of the application (refer to page 7). Documents must be organized in this manner.

c. NGB Form 34-1. <http://inghro.state.id.us/new/jobs/ngb34-1.pdf>

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d. MEDPROS Individual Medical Readiness Record. MEDPROS IMR Record can be obtained by accessing your AKO / My Medical / My Medical readiness / View Detailed Information / IMR record. Medical documentation other than MEDPROS Individual Medical Readiness Record will not be accepted.

e. DA Form 705 (Army Physical Fitness Test Score Card), must show a minimum of last 2 Record tests, most current test not older than 12 months. A statement explanation of the absence of record test will be accepted. (Include DA 3349 if precluded from standard 3 event test.)

f. Certified Height/Weight or DA 5500/DA 5501 not older than 30 days from the close date of this announcement.

g. DA 2-1 and/or ERB.

h. Previous 5 DA 2166-8 (NCO Evaluation Report).

i. DA Photograph in Class A uniform, taken within 12 months (snapshot acceptable).

j. Retirement Point Accounting Management (RPAM).

k. Current Personnel Qualification Record (PQR).

l. Copy of current Idaho Drivers License and military driver's license (if applicable).

m. Documentation supporting applicant's qualifications (i.e. resume).

n. All applicants must have or be able to obtain a secret security clearance (this is a condition of employment).

o. If an administrative reduction is necessary to accept this AGR appointment, complete a DA 4187 to request for Voluntary Reduction, sign, and include in your application packet.

p. All applicants must have or be able to obtain a Government Travel card within 90 days of employment.

6. Incomplete applicant packets will be returned to the soldier without action. Application packets must arrive at: **NGID-HRO-AGR, ATTN: SSG Jacqueline White, 4794 General Manning Ave, Bldg 442, Boise, ID 83705-8112, no later than 1630 hours on the closing date specified in this announcement.** Mailing of application packets using military postage is prohibited.

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7. Acceptance of an AGR position may have an effect on Selected Reserve Incentive Programs, to include Bonus payments and/or Student Loan Repayment Program. This will not affect Montgomery GI Bill eligibility. Please check with the incentives branch to receive information on how an AGR position would affect you individually.

8. Subject to availability of funds; Permanent Change of Station (PCS) allowance is authorized for incumbents residing outside normal commuting distance as stated by USPFO PAM 37-106.

9. POC for further information is MSG John Vanhorn at DSN 422-4215/COM 208-272-4215 or john.vanhorn@us.army.mil

//signed//
JOHN L. VANHORN
MSG, IDARNG
Army AGR Manager

POSITION DESCRIPTION

The position 00F38 (CMF 91), is located at the RTS-M, Gowen Field, Boise, Idaho. The purpose is to train soldiers on the maintenance and maintaining of all current US Army wheel and track vehicles to include, but not limited to HMMWV, FMTV, PLS, HEMTT, Bradley Fighting Vehicle(M2&M3), the M1 Series Abrams Main Battle Tank, M109A6 Paladin, ASV, and MRAP. Instruction encompasses operation, maintenance, capabilities and recovery.

DUTIES AND RESPONSIBILITIES:

A 91 CMF MOS-T Phase I (DL) & II instructor, must train and evaluate 91 CMF Soldiers in 10/20 level tasks. In addition, assists the Course Manager in the planning, organization, coordination, and supervision of all Maintenance activities. Assist in performing unit maintenance of all tracked and wheeled vehicles. Responsible for the safety and well being of 2-12 Students during each class. Must be available prior to/after duty hours to insure all training is conducted to standard to include weekends.

OTHER REQUIREMENTS:

- May apply if holding the rank of SSG, or SFC (SFC will be administratively reduced if selected).
- Must have at least 12 months experience in any of the following MOSs 91A, 91B, 91H, 91F, or 91K.
- Must be able to obtain “8” identifier Instructor Qualification.
- Must be able to become Instructor certified under CASCOM regulatory guidance within 13 months: complete TAITC, SGITC and pass the RTSM certification board.
- Posses the ability to use computers, copiers, fax machines, media presentations equipment and other basic delivery skill and equipment.
- Possess effective interpersonal skills i.e., listening, teamwork relating information to students etc.
- Must be able to travel outside the state to Instruct on site unit maintenance.
- Additional duties as assigned.

<i>AGR Application Checklist</i>			
Name:		SSN:	
Position # 12-003		Location: Boise, ID	
Instructor			
Phone number to be reached at for interview:			
Email address (if deployed):			
<i>Required Documents</i>	Yes	No	Date
1. This Checklist			
2. NGB Form 34-1(Dated October 2002) (Must be signed by applicant)			
3. MEDPROS - Individual Medical Readiness Record			
A. Chapter 3 Physical (not more than 5 years old) or PHA within one year			
B. HIV Test (not be more than 5 years old).			
4. DA Form 705 (Army Physical Fitness Score Card)			
A. Must show minimum of last 2 record tests, most current test not older than 12 Months. A Statement explaining the absence of record tests will be Accepted. (Included DA 3349 if precluded from standard 3 event test)			
5. Certified Statement of Height and Weight or DA 5500 / DA 5501			
A. Must not be older than 30 days.			
6. DA 2-1 Personnel Qualification Record, or DA 4037 (Officer Record Brief) / (Enlisted Record Brief)			
A. Verify the following Requirements against DA PAM 611-21			
1. ASVAB Score Required			
2. MOS Qualified			
7. Previous 5 (Enlisted DA 2166-8, NCOER), (Officer DA 67-9, OER)			
A. Unit Commander Letter of Recommendation for E-4 and below			
8. DA Photograph in Class A uniform (Snapshot ok, Not older than 12 months)			
9. RPAM (Retirement Point Accounting Management) if current member of ARNG			
10. Personnel Qualification Report (PQR Part B) (GPVS 1790)			
11. Copy of State Motor Vehicles Operator Permit and Military Drivers license			
12. Documentation supporting applicant's qualifications (Resume) optional			
13. Security Clearance (if required)			
14. DA 4187 for Voluntary Reduction (if necessary to accept AGR position)			